

## Delivery Receipt

**HMS, Inc.**  
**1111 East Street - Hometown, USA**  
**(111) 555-1111**

---

[ Date]

[ AddresseeXX  
XXXXXXXXXXXX  
Theirtown, USA]

To: [ seller]

We acknowledge the receipt of the items listed on the attached invoice or form. We have inspected said goods, and accept them as being complete and without defect.

Sincerely,

H.M. Smith

SAMPLE ONLY